



## BOARD POLICY

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**TITLE: COURSE ADDS AND DROPS**

**BOARD POLICY # 5075** *(was 704 Withdrawals; see also 5070 Attendance)*

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Students must complete the Admissions process in order to register for undergraduate coursework at Umpqua Community College.

Students contemplating dropping or withdrawing from a class or classes should consult with their instructor(s), their advisor, their athletic coach, and/or with the Financial Aid Office prior to taking any action, in order to determine the impact that withdrawal will have on their academic progress, financial aid award, and other student considerations, such as scholarships, athletic status, and tuition waivers.

**RESPONSIBILITY:**

The Dean of Student Services is responsible for implementing and updating this policy. Specific guidance for policy implementation may be found in the associated Administrative Procedure(s).

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**NEXT REVIEW DATE:**

**DATE OF ADOPTION: 2/12/2020**

**DATE(S) OF REVISION:**

**DATE(S) OF PRIOR REVIEW:**